



DOC WORK CREW

Information for Department of Corrections (DOC) Work Crew

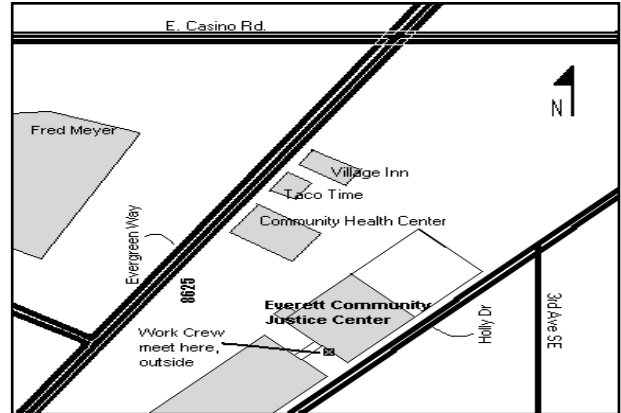
An approved work site of the Washington State Department of Corrections
located at the Everett Community Justice Center
8625 Evergreen Way, Suite 108, Everett, Washington 98208

Work Crew operates daily, from 8:00 am to 4:00 pm EXCEPT on Holidays.

This DOC Work Crew is supervised by Correctional Officers

When participating in this DOC Work Crew :

- ❖ **BE ON TIME (arrive prior to 8AM)**
- ❖ Be in good physical condition
- ❖ Be dressed to work outside and in **any** weather
- ❖ Wear **appropriate** shoes or boots
- ❖ **BRING** your lunch and water
- ❖ **HAVE** your DOC number available
- ❖ Do not call the work crew officers to report. **Contact the Drug Court Coordinator about failure to report.**
- ❖ Parking during the week is limited, **do not** park in the parking lot around the Community Justice Center.
- ❖ Weekend parking is allowed in the parking lot.
- ❖ If the supervisor has not arrived by 8:30 A.M. report to suite 108 and sign the client register (**make sure you list "Drug Court"**); you may then leave for that day.



◆ IMPORTANT INFORMATION ◆

- ❖ Offenders with allergies to grasses and pollens are urged to possess appropriate medications.
- ❖ Offenders with severe allergies to bee stings are strongly urged to obtain an anaphylaxis kit from their medical provider.

WORK CREW REFERRAL

_____ has been ordered to complete _____ days

Work Crew by 12:00 pm (noon) Thursday, _____, 2014.

You **must** have the work crew supervisor fill in the date you attend and sign.

***Turn this sheet into your Drug Court Coordinator by 12:00 pm (noon) on Thursday prior to Court, or FAX it to (425) 388-3597.
Thank You.**

Date	Work Crew Supervisor